

~2003 PICNIC POLICIES ~

1. **Individual:** Picnic Facilities are for *Rye residents and their guests*. Non residents may not secure Picnic Facilities on a reservation or drop in basis. **They may only participate as a guest of a Rye resident who is the permit holder and on site throughout the entire time of the picnic.**
2. **Corporate or Company:** Corporate/Company groups are permitted to rent the facilities, but must have a *Rye resident in their company/corporation who will be the permit holder and in attendance throughout the time of the picnic.*
3. **Shelters:** Sheltered areas are available on a paid reservation basis. Groups of 20 or more must reserve in advance or may be denied access due to space limitations.
4. **Paid Reservations & Cancellations:** Paid reservations are considered *rain or shine* for date requested. Full refunds or rain dates are not permitted. *Groups who cancel less than 2 weeks prior to their picnic* will be subject to a cancellation fee of **(25%)** and will not be permitted to reschedule. Indoor use (moving indoors during inclement weather) is not permissible. Please be aware that there is a ***certain amount of risk when renting outdoor facilities because of the chance of rain etc.***
5. **Reservations Permits:** Permits are issued only after full payment is received. A deposit of 50% required to hold reservation. Deposit is due within two weeks of when the reservation is made. ***Reservation will be canceled if the deposit is not received***
6. **Family/Resident Use of Non-Shelter Areas:** Family and resident use is permitted with out reservation or permit and limited to the individual tables throughout the Picnic Area and not to exceed 19 people in a group.
7. **Hours:** Group Picnic Hours are from 10:00 A.M. to 8:00 P.M. ***Facilities will close promptly Please be prepared to leave at closing time.***
8. **Permits:** Permits must be available on the day of your picnic. Entrance may be denied if the permit can not be verified.
9. **Tables:** Please do not rearrange the tables that are outside of the shelter area. They are for daily park users.
10. **Alcoholic Beverages:** Alcohol beverages are ***limited to beer and wine only*** and restricted to the Shelter areas, and require a separate permit. ***No alcoholic beverages are permitted on the playing fields or within the center. Glass is not permitted at any time in any area.***
11. **Conduct:** Groups and families are responsible for the conduct of all patrons in their party. Young children should never be left alone (unattended) at anytime. ***Please be aware that Service roads are active during your use.***
12. **Cleanup:** Patrons are expected to assist in cleanup and to leave the area in good condition. All decorations, signs, balloons etc., should be removed. Please ask the attendant for plastic bags.

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13. **Parking:** Parking is limited to designated spots only. If the main lot is full, street parking is permitted on the park side of street. Designated parking for the *disabled* is provided. A 10 minute drop-off period is permitted to unload supplies. ***Please do not obstruct service roads to park entrance ways, be aware that department vehicles may be using the service roads during your function, and service road also serve as access for emergency vehicles and should not be obstructed.***
14. **Rye Recreation:** Rye Recreation is open 7 days a week. Please be aware that the facilities are available to other patrons. Reservations do not guarantee exclusivity of any open facility.
15. **Sound Systems:** Picnic areas are located within residential homes and neighborhoods. ***Because of this, and as a courtesy to other park users, any amplified, loud music on the P.A. system is not permitted.***
16. **Field Use:** Reserved Field Use requires a permit and additional fees. Permits for fields will not be issued more than one month in advance. Field use is subject to availability. Rye Recreation reserves the right to change field locations, or times.
17. **Bocce, Volleyball and Badminton:** These areas are available, but are not intended for exclusive use. All equipment used should be returned before leaving the area. ***Please be considerate of the other users.***
18. **Fee Schedule:** Fees are based upon number of people in your party. Attendants are required to confirm attendance by taking head count. Higher numbers may result in additional fees being charged.

<u>GROUP SIZE</u>	<u>FEE</u>
0-20	\$ 60.00
21-40	105.00
41-50	190.00
51-75	315.00
76-100	385.00
101-125	510.00
126-150	585.00
WEEK DAY DISCOUNT	10%

OPTIONAL FEES (Requires separate permit).

2 hours Basketball Court	\$ 125.00
2 hours Field Permit	110.00
ALL DAY Field Permit (10am-6pm)	525.00
Tennis Courts -- 1 hour	35.00 each court (No weekend A.M. times.)

19. **Facilities:** Facilities are not intended to be used by groups to charge fees. Requests to use facilities by Not for Profit as a fund raiser must be noted and will require special authorization and may require certain fees.

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* **SPECIAL REQUESTS:** May result in additional fees being applied. Use of Rental Equipment, e.g. Tents, Air Castles, Dunk Tanks etc., must be requested at the time of application and are subject to approval and additional fees: Certificate of Insurance required for all commercial rentals.

I have read the Group Picnic Policies and understand them. I further understand that I am responsible for conduct of my group and informing them of all policies.

Signature

Date

Date of your Picnic: _____

Proof of residency will be requested at time of application and during picnic set-up.

Please be sure to return this sheet with your application form.

Prepared 6-30-98

PLEASE NOTE RULE NUMBER 4.

A **50%** DEPOSIT IS REQUIRED TO HOLD YOUR PICNIC RESERVATION AND IT MUST BE RETURNED WITH PICNIC APPLICATION.

YOUR BALANCE IS DUE NO LATER THAN **TWO (2) WEEKS** PRIOR TO YOUR PICNIC.

PLEASE ALSO BE AWARE THAT YOUR PICNIC MIGHT BE SCHEDULED AT A TIME WHEN **BEES** ARE VERY ACTIVE AND PREVALENT.

THERE ARE A NUMBER OF STEPS THAT CAN BE TAKEN TO REDUCE THE ANNOYANCE:

1. Cover all food and keep lids on containers.
2. Do not leave soda/drinks opened and unattended.
3. Deposit all refuse quickly in covered containers or containers that are removed from the shelter area.

~ RYE RECREATION PICNIC FACILITY ~

We would like to thank you for using our picnic area for your event. We hope that you have an enjoyable time. The following information will help you to have a more pleasant time while picnicking in Rye Recreation Park.

POLICIES

Equipment is provided for your use and enjoyment while here at Rye Recreation. Proper use and care will assure that the equipment remains in good condition for the next user.

1. Please use only one item at a time. Return each item before taking another. Please don't remove any equipment from the park
2. Please report any lost or broken equipment to the attendant so it may be replaced quickly.
3. **Never** permit young children to use metal horseshoes or tug of war rope. Parental supervision is required at all times for older children.
4. All equipment should be used with safety in mind and full regards for other park users and their activities. When the park is crowded or wet certain activities may be restricted.
5. Paid field reservations or league play will take preference over first come first served use. Check with the attendant for the schedule. Tennis courts are **only** available on a pre-paid reservation basis.
6. Please refrain from the following:
 - No golfing.
 - No dogs on play fields or playgrounds, dogs must always be on a leash.
 - No alcohol permitted outside of picnic shelter area.
 - Please refrain from using glass.
7. Please feel free to tell us about other equipment you think would be fun to have . Rye Recreation will try its best to acquire it.

~ALSO~

Please be aware that your picnic is scheduled at a time when **bees** are very active and prevalent.

The following are a few steps that can be taken to reduce their annoyance:

- ◆ Cover all food and drinks. Keep lids on all containers.
- ◆ Deposit all refuse in covered containers and/or remove from the area.